

**Los Angeles County Municipal Storm Water Permit (Order 01-182)****Individual Annual Report Form****Attachment U-4**

This form summarizes the requirements in Order No. 01-182. Each Permittee must complete this form in its entirety, except for those requirements applicable only to the Principal Permittee. Only report activities that were performed during the previous fiscal year. Upon completion, this form shall be submitted to the Principal Permittee, by the date specified by the Principal Permittee, for inclusion in the unified Annual Storm Water Program Report. Attachments should be included where necessary to provide sufficient information on program implementation.

The goals of this Report are to: 1) concisely document implementation of the Storm Water Quality Management Program (SQMP) during the past fiscal year; 2) evaluate program results for continuous improvement; 3) to determine compliance with Order 01-182; and 4) to share this information with other Permittees, municipal decision makers, and the public.

<b>!</b>	YOU MUST FILL OUT ALL THE INFORMATION REQUESTED <i>Do not leave any of the sections blank.</i>
<b>N/A</b>	If the question does not apply to your municipality, please indicate N/A in the space provided and provide a brief explanation
<b>U</b>	If the information requested is currently unavailable, please indicate U in the space provided and give a brief explanation.

This Report Form consists of the following sections:

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Reporting Year 2011 - 2012

## I. Program Management

A. Permittee Name: City of Norwalk

B. Permittee Program Supervisor: Dan Garcia

Title: City Engineer

Address: 12700 Norwalk Blvd

City: Norwalk

Zip Code: 90650

Phone: 562-929-5727

Fax: 562-929-5584

C. In the space below, briefly describe how the storm water program is coordinated within your agency's departments and divisions. Include a description of any problems with coordination between departments. To facilitate this, complete the Table 1.

The City Engineer is responsible for the implementation and coordination of the City's Stormwater Quality Management Program. The City Engineer collects and distributes program information, directs departmental activities and serves as the contact point for city contractors, consultants (including site visit inspections), Los Angeles County (Principal Permittee) and other co-permittees. The City's Administration Department coordinates the outreach and public education activities as well as being responsible for managing the trash collection contract. Additional business facility inspections are conducted by the Property Maintenance Division. Building and Construction permits are issued by Building & Safety (private property) and Engineering (public property). IC/IDs are investigated by the Property Maintenance inspectors. Street sweeping is performed under a contract administered by the Public Services Department. All catch basins are cleaned at least annually by the county's contractor and any additional cleaning needed is conducted by the City Contractor which is also under the Public Services Department. Spill response is handled by Public Services with assistance from the County Fire (Haz Mat) Dept. New Development projects are reviewed by the Planning and Engineering Divisions and applicable BMP and SUSMP requirements are applied.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	Administration	1
2. Industrial/Commercial Inspections (site visits)	Engineering	Consultant
3. Construction Permits/Inspections	Building & Safety and Engr. Div	4
4. IC/ID Inspections	Building & Safety	2
5. Street sweeping	Public Services	1+contractor
6. Catch Basin Cleaning	Public Services	1+contractor
7. Spill Response	Public Services	3+County
8. Development Planning (SUSMP) review and approval)	Planning/Engineering and Building & Safety	3
9. Trash Collection	Administration	1+contractor

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Attach a summary of staff training over the last fiscal year. This shall include the staff name, department, type of training, and date of training.

Training is conducted on an annual basis with informal training occurring throughout the year. The most recent training sessions were conducted on 6/13/2012 and 7/10/2012. See attached.

**E. Budget Summary**

1. Does your municipality have a storm water utility? Yes ☐ No ☒

If no, describe the funding source(s) used to implement the requirements of Order No. 01-182.

General fund with limited assistance from the Used Oil Fund.

2. Are the existing financial resources sufficient to accomplish all required activities? Yes ☒ No ☐

Funding for the required activities of this unfunded State mandate necessitated reductions in funding for other City services, programs and capital projects.

3. Complete Table 2 to the extent that accurate information is available (indicate U in the spaces where the information is unavailable), and report any supplemental dedicated budgets for the same categories on the lines below the table.

4. List any additional state/federally funded projects related to storm water.

N/A

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Program Element	Expenditures in Fiscal Year 2011-2012	Estimated Amount Needed to implement Order 01-182
1. Program management a. Administrative costs b. Capital costs	\$13,100	\$616,033
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	\$7,840	\$ 88,364
3. Industrial/Commercial inspection/ site visit activities	\$ 2,832	\$154,000
4. Development Planning	\$3,830	\$88,502
5. Development Construction a. Construction inspections	\$2,100	\$88,161
6. Public Agency Activities a. Maintenance of structural and treatment control BMPs including Transportation center GIASP and water wells b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling  e. Capital costs	a. \$39,100  b. \$655,000 c. \$1,500 d. Not tracked by city	\$1,280,000  \$4,026,000 \$63,470 N/A  \$200,000
7. IC/ID Program a. Operations and Maintenance b. Capital Costs	a. \$1,030 b. \$	\$49,722
8. Monitoring	by LA County	\$0
9. Other TMDL	\$5,000	\$0
10. TOTAL	\$ 731,000	\$ 6,654,252

List any supplemental dedicated budgets for the above categories:

--

List any activities that have been contracted out to consultants/other agencies:

Site visits (inspections) - consultant Catch Basin cleaning - county Trash hauling - contractor Street sweeping -contractor
--

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- A. Are you aware, or have you been notified, of any discharges from your MS4 that cause or contribute to a condition of nuisance or to the violation of any applicable water quality standards? Yes ☐ No ☒
- B. Has the Regional Board notified you that discharges from your MS4 are causing or contributing to an exceedance of water quality standards? Yes ☐ No ☒
- C. If you answered Yes to either of the above questions, you must attach a Receiving Water Limitations (RWL) Compliance Report. The Report must include the following:
1. A description of the pollutants that are in exceedance and an analysis of possible sources;
  2. A plan to comply with the RWL (Permit, Part 2);
  3. Changes to the SQMP to eliminate water quality exceedances;
  4. Enhanced monitoring to demonstrate compliance; and
  5. Results of implementation.

**III. SQMP Implementation (Part 3)**

- A. Has your agency implemented the SQMP and any additional controls necessary to reduce the discharges of pollutants in storm water to the maximum extent practicable? Yes ☒ No ☐
- B. If your agency has implemented additional or different controls than described in the countywide SQMP, has your agency developed a local SQMP that reflects the conditions in its jurisdiction and specifies activities being implemented under the appropriate elements described in the countywide SQMP? Yes ☐ No ☒
- C. Describe the status of developing a local SQMP in the box below.

The City follows the Countywide SQMP.

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- D. If applicable, describe an additional BMP, in addition to those in the countywide SQMP, that your city has implemented to reduce pollutants in storm water to the maximum extent practicable.

N/A

E. Watershed Management Committees (WMCs)

1. Which WMC are you in?  
San Gabriel River Watershed
2. Who is your designated representative to the WMC?  
John L. Hunter & Associates
3. How many WMC meetings did you participate in last year?  
All meetings were attended
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

The San Gabriel River Watershed Management Committee meetings provide a valuable opportunity for the exchange of ideas and discussion of pertinent issues.

5. Attach any comments or suggestions regarding your WMC.  
None at this time

F. Storm Water Ordinance

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes ☒ No ☐  
If not, describe the status of adopting such an ordinance.

N/A

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2. If yes, have you already submitted a copy of the ordinance to the Regional Board? Yes ☒ No ☐  
If not, please attach a copy to this Report.
3. Were any amendments made to your storm water ordinance during the last fiscal year? Yes ☐ No ☒  
If yes, attach a copy of amendments to this Report.

**G. Discharge Prohibitions**

1. List any non-storm water discharges you feel should be further regulated:

None at this time

2. List any non-storm water discharges you feel should be exempt, and provide an explanation for each:

None at this time

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## IV. Special Provisions (Part 4)

## A. Public Information and Participation (Part 4.B)

In addition to answering the following questions, attach a summary of all storm water education activities that your agency conducted or participated in last year.

## 1. No Dumping Message

a) How many storm drain inlets does your agency own? 58

b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? Completed in a previous reporting cycle and re-stenciled as necessary

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 58

If this number is less than the number in question 1.b, describe why all inlets have not been marked, the process used to implement this requirement, and the expected completion date.

The County re-stencils as needed as part of their clean-out activities

d) How many public access points to creeks, channels, and other water bodies within your jurisdiction have been posted with no dumping signage in the past year? N/A

Describe your agency's status of implementing this requirement by the date required in Order No. 01-182.

No City owned access points.



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## 2. Reporting Hotline

- a) Has your agency established its own hotline for reporting and for general storm water management information? Yes ☒ No ☐
- b) If so, what is the number? Day time number is (562) 929-5727
- c) Is this information listed in the government pages of the telephone book? Yes ☐ No ☒
- d) If no, is your agency coordinated with the countywide hotline? Yes ☒ No ☐
- e) Do you keep record of the number of calls received and how they were responded to? Yes ☒ No ☐
- f) How many calls were received in the last fiscal year?  
N/A
- g) Describe the process used to respond to hotline calls.  

The caller's information (name, date, time etc.) is recorded on a standard city form. The report is forwarded to the appropriate department.
- h) Have you provided the Principal Permittee with your current reporting contact information? Yes ☒ No ☐
- i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the [www.888CleanLA.com](http://www.888CleanLA.com) web site (Principal Permittee only)? Yes ☐ No ☐  
If not, when is this scheduled to occur? N/A

## 3. Outreach and Education

- a) Describe the strategy developed to provide outreach and bilingual materials to target ethnic communities. Include an explanation of why each community was chosen as a target, how program effectiveness will be determined, and status of implementation. (Principal Permittee only)

N/A

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- b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes ☒ No ☐

How many Public Outreach Strategy meetings did your agency participate in last year? 4- JLHA attended all

Explain why your agency did not attend any or all of the organized meetings.

N/A

Identify specific improvements to your storm water education program as a result of these meetings:

The City received updates from the county and would consider those into making outreach planning in the upcoming fiscal year.

List suggestions to increase the usefulness of quarterly meetings:

None at this time

If quarterly Public Outreach Strategy meetings were not organized, explain why not and when this requirement will be implemented (*Principal Permittee only*).

N/A

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- c) Approximately how many impressions were made last year on the general public about storm water quality via print, local TV, local radio, or other media?

A stormwater pollution prevention during rainy season reminder was published in the city's newspaper "Norwalk Now" in November. Total impressions would be about 30,000.

- d) Describe efforts your agency made to educate local schools on storm water pollution.

The city reached out to all 5th grade school teachers with environmental wall calendars and encourage schools to be more environmentally concerned. In addition, presentations and materials were available to local schools upon request.

- e) Did you provide all schools within each school district in Los Angeles County with materials necessary to educate a minimum of 50 percent of all school children (K-12) every 2 years on storm water pollution (*Principal Permittee only*)? Yes ☐ No ☐  
If not, explain why.

N/A

- f) Describe the strategy developed to measure the effectiveness of in-school educational programs, including assessing students' knowledge of storm water pollution problems and solutions before and after educational efforts (*Principal Permittee only*).

N/A

For Permit Years 2-5, attach an assessment of the effectiveness of in-school storm water education programs.

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- g) What is the behavioral change target that was developed based on sociological data and other studies (*Principal Permittee only*)?

N/A

If no target has been developed, explain why and describe the status of developing a target.

N/A

What is the status of meeting the target by the end of Year 5?

N/A

4. Pollutant-Specific Outreach

- a) Attach a description of each watershed-specific outreach program that your agency developed (*Principal Permittee only*). All pollutants listed in Table 1 (Section B.1.d.) must be included.
- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes ☒ No ☐
- c) Did your agency help distribute pollutant-specific materials in your city? Yes ☒ No ☐
- d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

The city places informational materials at the City Hall counters, and from time to time includes stormwater program information in the city's newspaper.

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## 5. Businesses Program

- a) Briefly describe the Corporate Outreach Program that has been developed to target gas stations and restaurant chains (*Principal Permittee only*).

N/A

- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year? N/A
- c) What is the total number of corporations to be reached through this program (*Principal Permittee only*)? N/A

- d) Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years (*Principal Permittee only*)? N/A

Yes ☐ No ☐

If not, describe measures that will be taken to fully implement this requirement.

The city of Norwalk implemented its restaurant outreach program by sending a mailer to local restaurant owners. The annual outreach targets all restaurants with an emphasis on sidewalk, patio and parking lot cleaning and maintenance. 57 restaurants were reached during this reporting period.

- e) Has your agency developed and/or implemented a Business Assistance Program?

Yes ☒ No ☐

If so, briefly describe your agency's program, including the number of businesses assisted, the type of assistance, and an assessment of the program's effectiveness.

Several BMP pamphlets are available, including a brochure (also a mailer) "A Business Guide to Stormwater Pollution Prevention" addressing proper BMPs compliance to business owners. The brochure/mailer was also made available to send out to businesses with violations or complaint.

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6. Did you encourage local radio stations and newspapers to use public service announcements? Yes ☒ No ☐

If yes, How many media outlets were contacted?  
Which newspapers or radio stations ran them?

The city's monthly newspaper "Norwalk Now" constantly publishes stormwater or environmental news and program updates.

Who was the audience?

Residents and businesses

7. Did you supplement the County's media purchase by funding additional media buys? Yes ☐ No ☒

Estimated dollar value/in-kind contribution: N/A  
Type of media purchased: N/A  
Frequency of the buys: N/A

Did another agency help with the purchase? Yes ☐ No ☒

8. Did you work with local business, the County, or other Permittees to place non-traditional advertising? Yes ☐ No ☒

If so, describe the type of advertising.

Stormwater educational information is made available at the city department counter.

9. Did you establish local community partnerships to distribute educational storm water pollution prevention material? Yes ☒ No ☐

Describe the materials that were distributed:

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The city distributed outreach material developed for general industrial, commercial facilities, automotive services facilities and restaurants during site visits and inspections. The city also distributed program information via local events.

Who were the key partners? The business community

Who was the audience (businesses, schools, etc.)?

General public and businesses

10. Did you participate in or publicize workshops or community events to discuss storm water pollution?

Yes ☒ No ☐

How many events did you attend? 1  
Rabies Clinic Event (June 7, 2011)

11. Does your agency have a website that provides storm water pollution prevention information?  
If so, what is the address?

Yes ☒ No ☐

The city has linked its website to the  
County environmental website:  
[www.888cleanLA.com](http://www.888cleanLA.com)

12. Has awareness increased in your community regarding storm water pollution?  
Do you feel that behaviors have changed?

Yes ☒ No ☐

Yes ☒ No ☐

Explain the basis for your answers. Include a description of any evaluation methods that are used to determine the effectiveness of your agency's outreach.

No scientific or statistical surveys have been conducted, while out at events. The public's overall understanding and awareness of the program has been steadily increasing.

13. How would you modify the storm water public education program to improve it on the City or County level?

No suggestions at this time.

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Did you (individually or jointly) update the Database for Critical Sources Inventory?

Yes ☒ No ☐

Comments/Explanation/Conclusion:

During the 2011-12 reporting year, the database was updated using information collected by the City inspectors and using information supplied by the city's business license Department.

**2. Inspection Program**

Provide the reporting data as suggested in the following tables.

Category	Initial Number of Facilities at the start of cycle proposed for inspection by categories (after the initial year, the updated number based on the new data)	Number of facilities inspected in the current reporting year	% Completed at the time of this report for present cycle (from the initial value, and from the updated value after first cycle)	Total number since permit adoption
Industrial/Commercial	Although there is currently no reporting cycle. The city has continued inspections.	4	100% (Completed during previous reporting cycle)	169
Automotive	Although there is currently no reporting cycle. The city has continued inspections.	14	100% (Completed during previous reporting cycle)	150
Restaurants	Although there is currently no reporting cycle. The city has continued inspections.	25	100% (Completed during previous reporting cycle)	226

Comments/Explanation/Conclusion:

The City of Norwalk completed the required 2nd round of inspections for industrial/commercial facilities before the December 12, 2006 deadline. The City has exceeded permit requirements by continuing to conduct industrial/commercial and restaurant inspections. During FY 2011-2012, the City completed a total of 43 industrial/commercial, automotive, and restaurant inspections.



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3. **BMPs Implementation**

Provide the reporting data as suggested in the following table.

Category	Number of facilities inspected by category in this reporting year	Number of facilities identified as adequately implementing BMPs as specified in this reporting year	% adequately implementing out of total in this reporting year	Number of facilities required to implement or upgrade in this reporting year	Number of facilities inspected by category in this reporting cycle	Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle	% adequately implementing out of total in this reporting cycle	Number of facilities required to implement or upgrade in this reporting cycle	Total Number during this permit adequately implementing	Total Number during this permit required to implement or upgrade
Industrial/Comm	4	4	100%	0	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.
Auto.	14	14	100%	0	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.
Rest.	25	23	92%	2	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.	N/A – Currently no reporting cycle.

Comments/Explanation/Conclusion:

The City of Norwalk has completed all 1st and 2nd cycle inspections in compliance with the permit. The City has exceeded permit requirements by continuing to inspect approximately 20% of all Industrial/Commercial facilities and Restaurants during the permit extension.

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4. Enforcement Activities

Provide the reporting data as suggested in the following tables.

Enforcement Actions by categories (e.g. Warning letter, NOV, referral to D.A., etc.)	Number of facilities issued enforcement actions in the current reporting year	Number of facilities issued enforcement actions in the current reporting cycle	Number of facilities (re)inspected due to enforcement actions in current reporting year	Number of facilities (re)inspected due to enforcement actions in current reporting cycle	Number of facilities brought into compliance in the current reporting year	Number of facilities brought into compliance in current reporting cycle	Total number of enforcement actions since permit adoption (by category)
Verbal Warning	2	N/A	2	N/A	2	N/A	N/A
NOV	0	N/A	N/A	N/A	N/A	N/A	N/A

\*Verbal Warnings are generally corrected while inspector is onsite; therefore, no re-inspection is necessary.

Facilities by category	Number of Warning letters	Number of NOVs	Number of Referral	Number of follow up inspections
Indust./Comm.	0	0	0	0
Automotive	0	0	0	0
Restaurants	0	0	0	2
Comments/Explanation/Conclusion:		N/A		

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## 5. Program Implementation Effectiveness Assessment

Please give a brief assessment of the implementation of the program in removing pollutants from the storm water discharges. Please provide an explanation. Suggested improvements or adjustments based on the knowledge gained through this reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective ☒Somewhat Effective ☐Non-effective ☐

Comments/Explanation/Conclusion:

The overall understanding and support has increased since the start of the program. Outreach materials distributed during routine site inspections help open discussion of necessary BMP's and the reasons why they need to be implemented. Facility owners, managers and staff generally respond well to inspectors' requests for changes in operations to meet requirements for compliance.

## 6. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities. The principle permittee has informed us that they are not accepting this information at this time.

Los Angeles County is not accepting this information at this time.

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1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities? Yes ☒ No ☐  
Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year.
2. Does your agency have procedures to include the following requirements in all priority development and redevelopment projects:
- a) Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground? Yes ☒ No ☐
- b) Minimize the quantity of storm water directed to impermeable surfaces and the MS4? Yes ☒ No ☐
- c) Minimize pollution emanating from parking lots through the use of appropriate treatment control BMPs and good housekeeping practices? Yes ☒ No ☐
- d) Provide for appropriate permanent measures to reduce storm water pollutant loads from the development site? Yes ☒ No ☐
3. List the types and numbers of BMPs that your agency required for priority projects to meet the requirements described above.

1- Biofiltration (1)  
2- capture and reuse (1)

4. Describe the status of the development or implementation of peak flow controls in Natural Drainage Systems.

N/A

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5. Has your agency amended codes and/or ordinances to give legal effect to the SUSMP changes required in the Permit? Yes ☒ No ☐

6. Describe the process your agency uses to include SUSMP design standards in new development and redevelopment project approvals.

Requirements are added to projects through conditions of approval. Due in part to the economic downturn, no projects meeting the SUSMP threshold were reviewed by the city in this reporting period.

7. How many of each of the following projects did your agency review and condition to meet SUSMP requirements last year?

- |   |   |
|---|---|
| a) Residential  |   |
| b) Commercial   | 1 |
| c) Industrial   |   |
| d) Automotive Service Facilities  |   |
| e) Retail Gasoline Outlets  |   |
| f) Restaurants  |   |
| g) Parking Lots   |   |
| h) Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area |   |
| i) Total number of permits issued to priority projects  | 1 |

8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? Less than 1%

9. How has your agency prepared to reduce the SUSMP threshold for industrial/commercial facilities to 1 acre from 100,000 square feet in 2003?

Previously implemented.

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10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? 5-10
11. Does your agency participate in an approved regional or sub-regional storm water mitigation program to substitute in part or wholly SUSMP requirements for new development? Yes ☐ No ☒
12. Has your agency modified its planning procedures for preparing and reviewing CEQA documents to consider potential storm water quality impacts and provide for appropriate mitigation? Yes ☒ No ☐

If no, provide an explanation and an expected date of completion.

13. Did your agency update any of the following General Plan elements in the past year?

- a) Land Use Yes ☐ No ☒
- b) Housing Yes ☐ No ☒
- c) Conservation Yes ☐ No ☒
- d) Open Space Yes ☐ No ☒

If yes, please describe how watershed and storm water quality and quantity management considerations were included.

No significant updates to the General Plan elements were prepared in the 2011-2012 reporting year.

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14. How many targeted staff were trained last year? 39
15. How many targeted staff are trained annually? 39-40
16. What percentage of total staff are trained annually? 90-100%
17. Has your agency developed and made available development planning guidelines? Yes ☒ No ☐
18. If no, what is the expected date that guidelines will be developed and available to developers? N/A
19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

The County has taken the lead on this project.

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1. Describe your agency's program to control runoff from construction activity at all construction sites within its jurisdiction.

- Erosion control plans are required as part of the grading permit application.
- Erosion control measures are required to be in place for grading between October 15th and April 15th of each year
- Inspection of grading sites includes review of erosion control measures
- Inspection of grading sites after rainstorms.

2. Does your agency require the preparation, submittal, and implementation of a Local Storm Water Pollution Prevention Plan (Local SWPPP) prior to the issuance of a grading permit for all sites that meet one or all of the following criteria?

- a) Will result in soil disturbance of one acre or greater Yes ☒ No ☐
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area Yes ☒ No ☐
- c) Is located in a hillside area N/A Yes ☐ No ☐

3. Attach one example of a local SWPPP  
See previous annual reports.

4. Describe the process your agency uses to require proof of filing a Notice of Intent for coverage under the State General Construction Activity Storm Water permit and a certification that a SWPPP has been prepared prior to issuing a grading permit?

A copy of the NOI and copy of the SWPPP is required to be submitted prior to issuance of grading or building permits for projects 1 acre or greater. The city also obtains a copy of the letter from the State Water Resources Control Board issuing the WDID number for the project



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5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? LSWPPPs are general Confirm: zero projects with disturbed areas greater than 1 acre 7
6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 4
7. How many building/grading permits were issued to construction site less than one acre in size last year? 805
8. How many construction sites were inspected during the last wet season? 480
9. Complete the table below.

Type of Violation	# of Violations	% of Total Inspections	# of Follow-up Inspections	# of Enforcement Actions
Off-site discharge of sediment	5	1%	5	0
Off-site discharge of other pollutants	0	N/A	0	0
No or inadequate SWPPP	2	<1%	2	0
Inadequate BMP/SWPPP implementation	3	<1%	3	0

10. Describe the process for taking enforcement actions against construction site violations, including the types of actions that are taken.

A Notice of Violation is issued upon discovery of a violation, requiring the correction or implementation of BMPs. This correction, clean-up or implementation is required to become the priority activity on the construction site. A stop work notice will be issued if the required actions have not been completed within the specified time frame. Site has the potential to receive citations if further noncompliance continues.

11. Describe the system that your agency uses to track the issuance of grading permits.

The city uses a computer based permit tracking system

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## E. Public Agency Activities (Part 4.F)

1. Sewage System Maintenance, Overflow, and Spill Prevention  
(only applicable to agencies that own and/or operate a sanitary sewer system)

- a) Has your agency developed and implemented a response plan for sanitary sewer overflows that includes the requirements in Order 01-182? Yes ☒ No ☐
- b) How many sanitary sewer overflows occurred within your jurisdiction? 3
- c) How many did your agency respond to? 3
- d) Did your agency investigate all complaints received? Yes ☒ No ☐
- e) How many complaints were received? 3
- f) Upon notification, did your agency immediately respond to overflows by containment? Yes ☒ No ☐
- g) Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4? Yes ☒ No ☐
- h) Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? Yes ☒ No ☐

If so, describe the program:

The City continues to implement a program to prevent sewerage spills from entering the MS4. The City developed a SSMP to address sanitary sewer overflows.

- i) Did your agency implement a program to identify, repair, and remediate sanitary sewer blockages, exfiltration, overflow, and wet weather overflows from sanitary sewers to the MS4? Yes ☒ No ☐

If so, describe the program:

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The city implemented and continues to implement a program of preventive measures including the following: (1) suspected trouble spots such as pipe segments subject to root intrusion, that are identified by video are identified and cleaned as needed. (2) repeat trouble spots are cleaned twice a year, (3) all lift stations are cleaned out three times a year, (4) the entire sanitary sewer system is cleaned once every 3 years (one third of the system every year).

## 2. Public Construction Activities Management

- a) What percentage of public construction sites 5 acres or greater in size did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit?  %

- b) Give an explanation for any sites greater than 5 acres that were not covered:

There are no public projects subject to the State's General Construction Permit during this reporting year.

- c) What is the total number of active public construction sites? 2  
How many were 5 acres or greater in size? 0
- d) (After March, 2003) Did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit coverage for public construction sites for sites one acre or greater? N/A Yes ☐ No ☐

## 3. Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management

- a) Did your agency implement pollution prevention plans for each public vehicle maintenance facility, material storage facility, and corporation yard? Yes ☒ No ☐

The Public Services/Transportation Center is operating under the State's General Industrial Permit.

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- b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:

- (1) Good housekeeping practices
- (2) Material storage control
- (3) Vehicle leaks and spill control
- (4) Illicit discharge control

The above listed BMP's are routinely implemented through training of the appropriate personnel. The Pollution Prevention Plan (PPP) for the Public Services/Transportation Center provides guidelines to performing Good Housekeeping practices. Specific BMP's may include:

- Random inspections are conducted.
- There is a designated vehicle wash area discharging to the sanitary sewer.
- Vehicle repair and storage are indoors.

- c) Are all Permittee owned and/or operated vehicle/equipment wash areas self-contained, covered, equipped with a clarifier, and properly connected to the sanitary sewer? Yes ☒ No ☐  
If not, what is the status of implementing this requirement?

N/A

- d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above? N/A, Previously completed

4. Landscape and Recreational Facilities Management

- a) Has your agency developed a standardized protocol for the routine and non-routine application of pesticides, herbicides (including pre-emergents), and fertilizers? Yes ☒ No ☐  
Briefly describe this protocol:

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All materials are applied by, or under the direct supervision of, a State licensed Pesticide Certified Advisor and Certified Qualified Applicator. All city applicator personnel and City landscaping contractors have adequate training and supervision to ensure that proper protocols are followed. The City contractor and city staff hold a permit (renewed annually) issued by the L. A. County Ag commissioner. At the beginning of every calendar, the City files a Pesticide Use Recommendation report with the County describing the material and procedures the City plans to implement.

- b) How does your agency ensure that there is no application of pesticides or fertilizers immediately before, during, or immediately after a rain event or when water is flowing off the area to be applied?

This is covered in the training described above.

- c) Are any banned pesticides, herbicides, fungicides, or rodenticides stored or applied in your agency's jurisdiction that you know of?

Yes ☐ No ☒

If so, list them:

N/A

- d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator?

100%

- e) Describe procedures your agency has implemented to encourage retention and planting of native vegetation and to reduce water, fertilizer, and pesticide needs:

The City encourages the use of native vegetation and drought tolerant plants throughout the City.

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## 5. Storm Drain Operation and Management

- a) Did your agency designate catch basin inlets within its jurisdiction as Priority A; Priority B; and Priority C? Yes ☒ No ☐
- b) How many of each designation exist in your jurisdiction?
- |             |                                     |
|-------------|-------------------------------------|
| Priority A: | 0                                   |
| Priority B: | 0                                   |
| Priority C: | 58 county owned<br>884 county owned |
- c) Is your city subject to a trash TMDL? Yes ☐ No ☒
- d) If yes, describe the activities and/or implementation measures that your agency conducted pursuant to the TMDL and any other trash reduction efforts that occurred.

N/A

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- e) How many times were all Priority A basins cleaned last year? N/A
- f) How many times were all Priority B basins cleaned last year? N/A
- g) How many times were all Priority C basins cleaned last year? Cleaned in Sept 2011. Once a year
- h) How much total waste was collected in tons from catch basin clean-outs last year? City owned: 0.33 tons  
County owned: County has this information
- i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates that each was cleaned out over the past year.  
The County has this information. City has maps.
- j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes ☒ No ☐  
The City continued its daily, weekly, and bi-weekly cleaning of the 242 transit stops which included the maintaining of trash receptacles.
- k) How many new trash receptacles were installed last year? 0
- l) Did your agency place special conditions for events that generated substantial quantities of trash and litter including provisions that:
- (1) Provide for the proper management of trash and litter generated from the event? Yes ☒ No ☐
  - (2) Arrange for temporary screens to be placed on catch basins? Yes ☐ No ☒
  - (3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yes ☐ No ☒

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- m) Did your agency inspect the legibility of the catch basin stencil or labels? Standard procedure by the County contractor Yes ☒ No ☐  
What percentage of stencils were legible? 100%
- n) Were illegible stencils recorded and re-stenciled or re-labeled within 180 days of inspection? Yes ☒ No ☐
- o) Did your agency visually monitor Permittee-owned open channel storm drains and other drainage structures for debris at least annually and identify and prioritize problem areas of illicit discharge for regular inspection?  
Previously conducted Yes ☐ No ☐  
Is the prioritization attached? N/A  
Only one open channel Yes ☐ No ☐
- p) Did your agency review its maintenance activities to assure that appropriate storm water BMPs are being utilized to protect water quality? Yes ☒ No ☐  
What changes have been made?

Included in annual staff training. Other changes as necessary.

- q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? Yes ☒ No ☐
- r) How did your agency minimize the discharge of contaminants during MS4 maintenance and clean outs?

The Channel is cleaned approximately quarterly by the city's landscape contractors. The open channel has no usable outlet

- s) Where is removed material disposed of?

At a legal point of disposal.



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## 6. Streets and Roads Maintenance

- a) Did your agency designate streets and/or street segments within its jurisdiction as one of the following:
- (1) Priority A – streets and/or street segments that are designated as consistently generating the highest volumes of trash and/or litter? N/A  
All streets are swept at priority A frequencies Yes ☐ No ☐
- (2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? N/A Yes ☐ No ☐
- (3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? N/A Yes ☐ No ☐
- b) Did your agency perform all street sweeping in compliance with the permit and according to the following schedule:
- (1) Priority A – These streets and/or street segments shall be swept at least two times per month? N/A, All streets are swept at priority A frequencies a minimum of twice per month Yes ☐ No ☐
- (2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? N/A Yes ☐ No ☐
- (3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? N/A Yes ☐ No ☐

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- c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes ☒ No ☐
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes ☒ No ☐
- e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes ☒ No ☐
- f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to:
- (1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? and Yes ☒ No ☐
- (2) Identify and select appropriate BMPs? Yes ☒ No ☐

**7. Parking Facilities Management**

- a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary. Yes ☒ No ☐
- b) Were any Permittee-owned parking lots cleaned less than once a month? Yes ☐ No ☒  
How many? N/A

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8. Public Industrial Activities Management
- a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? Yes ☒ No ☐
- b) Does your agency serve a population of less than 100,000 people? Yes ☐ No ☒
9. Emergency Procedures
- a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? Yes ☒ No ☐
- b) Were BMPs implemented to the extent that measures did not compromise public health and safety? Yes ☒ No ☐
10. Feasibility Study
- a) Did your agency cooperate with the County Sanitation Districts of Los Angeles County to prepare a study which investigates the possible diversion of dry weather flows or the use of alternative treatment control BMPs? Yes ☒ No ☐
- b) Did your agency review its individual prioritized list and create a watershed based priority list of drains for potential diversion and submit a listing of priority diversions to the Regional Board Executive Officer? N/A Yes ☐ No ☐

**Los Angeles County Municipal Storm Water Permit (Order 01-182)****Individual Annual Report Form****Attachment U-4****F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)**

1. Attach a copy of your agency's IC/ID Elimination Implementation Program (Part 4.G.1.a.). The City has adopted and implements the Countywide model program for IC/IDs.
2. Attach a map of your storm drain system showing all permitted connections (if available), and the locations of all illicit connections and discharges that occurred last year (Part 4.G.1.b). If your agency has not completed this requirement, describe the status of the development of a baseline map, including an expected completion date.

The City does not issue permits for maintaining connections to storm drains.

3. Describe your enforcement procedures for eliminating illicit discharges and terminating illicit connections.

Site is ordered to immediately cease any type of illicit discharge or illicit connection. Site is then instructed to clean up the illicit discharge and/or disconnect the illicit connection. Follow-up inspections are conducted as necessary. Site is required to implement and maintain these permanent corrective measures.

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4. Describe your record keeping system to document all illicit connections and discharges.

Property Maintenance tracks/maintains a database.

5. What is the total length of open channel that your agency owns and operates? 1,500 ft
6. What length was screened last year for illicit connections? Screened in a previous reporting year.
7. What is the total length of closed storm drain that your agency owns and operates? 16,360 ft
8. What length was screened last year for illicit connections? 0
9. Describe the method used to screen your storm drains.

Completed in a previous reporting cycle.

10. Provide the reporting data for illicit connections as suggested in the following table (you may submit a spreadsheet from your database that contains the information).

Year	Total # reported/ identified	Total # investigated	# that conveyed exempt discharges or NPDES permitted	# that conveyed illicit discharges that were terminated	# that were removed	# that resulted in enforcement action	# that resulted in <i>other</i> actions
01/02	0	0	0	0	0	0	0
02/03	0	0	0	0	0	0	0
03/04	0	0	0	0	0	0	0

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04/05	0	0	0	0	0	0	0
05/06	1	1	0	1	0	0	0
06/07	0	0	0	0	0	0	0
07/08	0	0	0	0	0	0	0
08/09	0	0	0	0	0	0	0
09/10	0	0	0	0	0	0	0
10/11	0	0	0	0	0	0	0
11/12	0	0	0	0	0	0	0

11. Explain any *other* actions that occurred in the last year.

N/A

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported?

Less  
than 24  
hours

- a) Were all identified connections terminated within 180 days? N/A

Yes ☐ No ☐

- b) If not, explain why.

None found this reporting cycle.

13. Provide the reporting data for illicit discharges as suggested in the following table (you may submit a spreadsheet from you database that contains this information).

Year	Total # reported	Total # that were discontinued/ cleaned up voluntarily through enforcement and the source was identified	# that were cleaned up but the source could not be identified	# that resulted in no evidence of discharge	# that were determined to be conditionally exempt	# that were exempt or in compliance and the source identified	# that resulted in enforcement action
01/02	20	20	0	0	0	0	0
02/03	45	26	0	16	0	0	1
03/04	23	23	0	0	0	0	0
04/05	26	26	0	8	0	0	2
05/06	6	6	0	0	0	0	0
06/07	6	6	0	0	0	0	0

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07/08	18	18	0	0	0	0	0
08/09	20	20	0	1	0	0	1
09/10	14	14	0	0	0	0	0
10/11	22	19	1	2	0	0	2
11/12	19	19	0	0	0	0	0

14. What is the average response time after an illicit discharge is reported? Less than 24 hours

a) Did any response times exceed 72 hours? Yes ☐ No ☒

b) If yes, explain why.

N/A

15. Describe your agency's spill response procedures.

If it is a suspected hazardous material, the fire Department is called out. If not, the Public Services Dept takes the lead. The spill is contained and prevented from entering the storm drain system to the extent possible (sand bags, etc.). Spilled materials are collected using appropriate equipment and properly disposed of in accordance with applicable regulations.

16. What would you do differently to improve your agency's IC/ID Elimination Program?

No suggestions at this time.

17. Attach a list of all permitted connections to your storm sewer system.  
The City does not permit connections to the storm drain system.

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Briefly describe any storm water monitoring activities that are not required by Order No. 01-182 that your municipality conducted, participated in, or received funding to conduct in the past fiscal year. These activities should correspond with the dollar amount you listed in Table 2.

LA County is currently responsible for monitoring activities

**VI. Assessment of Program Effectiveness**

A. Attach a summary of the effectiveness of your storm water management program. This summary should include, at a minimum, the following:

1. An assessment of your agency's compliance with permit requirements, based on your responses to the questions in this form;  
The City of Norwalk is in full compliance with applicable requirements of the MS4 permit.
2. Descriptions of any evaluation methods that your agency uses to determine the effectiveness of your storm water management program;  
The City used: the completion and evaluation of this annual report, assessment of trash and debris amounts collected from city streets and catch basins, informal information from citizens, studies by scientific groups as they come to the attention of the city, and participation in watershed events.
3. A summary of the strengths and weaknesses of your agency's storm water management program;  
  
Strengths include: Active participant in watershed meetings and Executive Advisory committees, aggressive street sweeping, annual education and training, and public outreach.
4. A list of specific program highlights and accomplishments;  
  
See the San Gabriel River Watershed Area Management Committee's annual assessment



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5. A description of water quality improvements or degradation in your watershed over the past fiscal year;
- The City is unaware of any water quality improvements or degradation in this reporting period.
6. Interagency coordination between cities to improve the storm water management program;
- Coordination between cities to improve the storm water management program is made through actively participating in the San Gabriel River Watershed Management Committee.
7. Future plans to improve your agency's storm water management program; and
- The City intends to continue improving its stormwater program where possible.
8. Suggestions to improve the effectiveness of your program or the County model programs.
- None at this time

- B. On a scale of 1 to 10 (10 being full implementation of requirements by their deadlines), rate your municipality's level of compliance with Order No. 01-182.

**10**

- C. List any suggestions your agency has for improving program reporting and assessment.

None at this time